

Updated 5/12/16
Duggan Johnson

**CITY OF OVIEDO
BUDGET TRANSFER/AMENDMENT DETAIL FORM**

For Accounting use:

Fiscal Year: 2016 Accounting Approval: *Jerry Berg*
 Period: 08 Entered By: *C.H. 5/12/16*
 Transaction Date: 5/12/16 Group Number: 3747

Department/Division Public Works - Water Plant 3303
 Dept. Authorization Bobby Wyatt *by*

| Account Number | Fund / Account Description | Increase | Decrease |
|--------------------|-------------------------------------|--------------|---------------|
| 401-3303-533.44-20 | Rentals & Leases / Office Equipment | 250 | |
| 401-9000-590.99-20 | Reserve For Contingencies | | -250 |
| TOTAL | | \$250 | -\$250 |

Notes / Comments
 Request to transfer from the 401 Contingency account to the 44-20 account to cover a line item shortage in this account for copy costs on P.O. #160134 w/ Ricoh USA, for the remainder of this fy.

| | | | |
|---|----------------------------------|--|---------------------------|
| Approved By: Check Appropriate Box <input checked="" type="checkbox"/> | City Council: Exceeds \$35,000 | Informational Note Only: Programs/Capital not budgeted must be presented to Council | Resolution # xxxx-16 |
| | City Manager: Less than \$35,000 | | Approval Date: 05/11/2016 |
| | Mgt Srvc Director: Internal | Signature: _____ | [Date Signed: _____] |

OK DW 5/11/16
Robert R. Hayes 5/12/16